

**TOWN OF ROCKY HILL
PUBLIC BUILDINGS COMMISSION
MEETING OF JUNE 9, 2014**

Present: Chairman Bryan Addy, Vice Chairman Todd Marchand, Commissioner Chris Ford (Left at 5:45 p.m.) and Commissioner Sal Ganci. Also present were: Jim Sollmi (Director of Public Works), John Mehr (Finance Director), Ken Biega (O & G Industries, Inc.), Damon Cooke (O & G Industries, Inc.), Lorel Purcell (O & G Industries, Inc.), Mike Sorano (Friar Associates), Mike Mancini (Interim Director of Facilities) (Left at 5:45 p.m.), Frank Morse (Chairman of Bd. of Ed. (Entered at 6:21 p.m.) (Left at 6:29 p.m.) and David Lerner (Multivista).

Absent: Commissioner Tom Beaudoin, Commissioner Jay Kelly and Commissioner Peter Parrotta.

1. CALL TO ORDER

Chairman Bryan Addy called the June 9, 2014 meeting of the Public Buildings Commission to order at 5:07 p.m. in the Council Chambers, Town Hall, 761 Old Main Street, Rocky Hill, CT.

2. APPROVE MINUTES AND WORKING NOTES OF MAY 12, 2014

Commissioner Sal Ganci made a motion to approve the May 12, 2014 Minutes of the Public Buildings Commission. The motion was seconded by Vice Chairman Todd Marchand and adopted unanimously by those present. (Commissioner Tom Beaudoin, Commissioner Jay Kelly and Commissioner Peter Parrotta were absent.)

Vice Chairman Todd Marchand made a motion to approve the May 12, 2014 Working Notes of the Public Buildings Commission. The motion was seconded by Commissioner Sal Ganci and adopted unanimously by those present. (Commissioner Tom Beaudoin, Commissioner Jay Kelly and Commissioner Peter Parrotta were absent.)

Chairman Bryan Addy asked for a motion to move Item 7. (Bill Payment Recommendations) on this meeting's agenda in front of Item 3. (Old Business).

Vice Chairman Todd Marchand made a motion to move Item 7. (Bill Payment Recommendations) in front of Item 3. (Old Business). The motion was seconded by Commissioner Chris Ford and adopted unanimously by those present. (Commissioner Tom Beaudoin, Commissioner Jay Kelly and Commissioner Peter Parrotta were absent.)

7. BILL PAYMENT RECOMMENDATIONS

a. Friar Associates: 1 invoice for RHHS Renovation Project

Before a motion was made, Commissioner Sal Ganci asked Mike Sorano what FFE/technology is specifically for. Mike Sorano said FFE is for furniture, fixtures and equipment. The technology package is not part of the bid package and this is an amount of money that is set aside in the overall budget. They will be going to the State with this package later on in the year. This will be for furniture for teachers and for computers, etc. Commissioner Sal Ganci asked Mike Sorano if he is almost done with the design and he asked if \$24,500 is what the total to date is. Mike Sorano said that is correct. Commissioner Sal Ganci said thank you.

Commissioner Sal Ganci made a motion to approve the payment of the invoice for Friar Associates in the amount of \$10,500.00. The motion was seconded by Vice Chairman Todd Marchand and adopted unanimously by those present. (Commissioner Tom Beaudoin, Commissioner Jay Kelly and Commissioner Peter Parrotta were absent.). (Please see the First Attachment.)

c. Consulting Engineering Services (CES): 1 invoice for RHHS Renovation Project

Commissioner Chris Ford made a motion to approve the payment of the invoice for Consulting Engineering Services, Inc. (CES) in the amount of \$965. The motion was seconded by Commissioner Sal Ganci and adopted unanimously by those present. (Commissioner Tom Beaudoin, Commissioner Jay Kelly and Commissioner Peter Parrotta were absent.). (Please see the Second Attachment.)

a. Friar Associates: 1 invoice for West Hill Fire Sprinkler Project

Chairman Bryan Addy said it looks like they are into construction administration already and he asked if this is for the shop drawing approvals, etc. Mike Sorano said they have completed the shop drawing reviews and the bid phase. He thinks there is one outstanding shop drawing left to go.

Commissioner Sal Ganci made a motion to approve the payment of the invoice for Friar Associates in the amount of \$1,080. The motion was seconded by Commissioner Chris Ford and adopted unanimously by those present. (Commissioner Tom Beaudoin, Commissioner Jay Kelly and Commissioner Peter Parrotta were absent.). (Please see the Third Attachment.)

b. O & G Industries, Inc.: 1 invoice for West Hill Fire Sprinkler Project

Chairman Bryan Addy said there appears to be a lump sum agreement for this. Ken Biega said there is and he said this is for them to put the bid package together, bid it out and for them to do the scope review with the contractor. Chairman Bryan Addy said that he didn't have a copy of the contract with him and he asked Finance Director John Mehr if this amount was what is in the

contract. Finance Director John Mehr said that was right for that phase and he told Chairman Bryan Addy that he would get him a copy of the contract. Chairman Bryan Addy said that he has it somewhere.

Commissioner Sal Ganci made a motion to approve the payment of the invoice for O & G Industries, Inc. in the amount of \$5,000. The motion was seconded by Commissioner Chris Ford and adopted unanimously by those present. (Commissioner Tom Beaudoin, Commissioner Jay Kelly and Commissioner Peter Parrotta were absent). (Please see the Fourth Attachment.)

d. EnviroMed Services: No invoices

There were no invoices to approve for EnviroMed Services.

3. OLD BUSINESS

a. RHHS Project – Discussion and Possible Action

Lorel Purcell said she had brought an updated schedule with her this evening and this was all that there was to present because they are just getting ready to go out to bid right now. She asked the Commission if they would like her to pass a copy of this out to all of them so that they could go through it. Chairman Bryan Addy said yes please. Lorel Purcell passed the schedule out. (Please see the Fifth Attachment.)

Lorel Purcell mentioned again that they are waiting to go out to bid. Friar Associates had returned to the State on May 28, 2014 and they had received a couple more review comments. Friar Associates is in the process of addressing those. They will receive OSF review and approval sometime around June 10, 2014, which will be this week. Friar Associates is also finalizing their bid documents. She said they will “hit the street” with a summer 2014 abatement package the minute that they receive approval to bid. She gave more details about this package. They will just “be on the streets” for a couple of weeks. They need to make sure that they have a clear path of how they are going to get the contracts approved. July 2, 2014 is when they will get the bid in. The idea is for them to be ready for approval for a July 7, 2014 meeting (this Commission, Government Operations and the Town Council) so that a Notice to Proceed can be issued on July 8, 2014. They have a State notification time period that they have to be wary of. She has only from August 4, 2014 until August 22, 2014 to get her abatement done. The Rocky Hill High School will be opened up and the students will be let back into the building before school starts on September 2, 2014. She said it is very critical that she meets her work deadline of these dates in August. She explained again why July 7, 2014 is critical. This will be her first contract to get awarded. O & G Industries, Inc. will take time to review the bid documents right before they go out to bid and she said that Friar Associates will have these finalized in approximately two days. They want to make sure that all of the review comments and the value engineering, etc. have been incorporated.

Lorel Purcell said a moving company has been at Rocky Hill High School taking a walk around and they know which areas have to be moved out. That school is going through its purging process. Teachers can start to throw things out because dumpsters are there now. She said they obviously will be going for a building permit as well.

Lorel Purcell said that another critical date will be August 18, 2014. She explained that even though they are going to be bidding the whole rest of the project that they are going to concentrate on the first guys who are critical for the long lead items (i.e. rebar, steel, electrician and site contractor). There will be eight or nine trade packages for review and for approval on August 18, 2014.

Lorel Purcell said they need to make sure that there will be quorums for the meetings, etc. on July 7, 2014 and August 18, 2014 for getting these contracts approved. She told the Commission to keep this in mind.

A start date of the construction is being shown for September 15, 2014 and this will be after the abatement. Four or five areas of Rocky Hill High School will have to be gone into this summer for some floor removal to be done.

Lorel Purcell asked the Commission if they had any questions about the schedule. Commissioner Sal Ganci asked if there was any cushion in the abatement part of this because there is only about a three week lead item. He asked Lorel Purcell how much work is actually being pulled out of there. Lorel Purcell said that she didn't have the square footage for this in her head but this will probably be 4,000 square feet or 5,000 square feet. There is a small room in the Media Center and a business lab that will have to get done. The whole music area pretty much has to be abated too. A hard partition will be put up. Commissioner Sal Ganci asked if it is just the tile in the floor that they will be abating at that point. Lorel Purcell said it is really just the floor tile and tack boards have some glue dabs on the back of them. Commissioner Sal Ganci said there is nothing too complicated where they couldn't pick some speed up on this if they had to. Lorel Purcell agreed and said this will just be the floor tile. She referred to the bottom of the schedule where it states "exterior wall abatement". There are glue dabs along the outside of the music wing and she explained some more about this. The abatement for this will be done over a weekend during the school year. That one area is the only one that will be left in the Phase I areas and the interior abatement will just be done this summer. If the Town wants to use the grounds during any time that any sort of abatement is being done in the schools then there is an approval process for that. The environmental consultant is writing a letter now for Superintendent Dr. Mark Zito to sign so that the fields can be used from August 4, 2014 through August 22, 2014 even though abatement is being done in the school. Commissioner Sal Ganci asked if weather is going to have an effect when the outside walls are trying to be abated and he asked if they can still go forward with this if the weekend they choose is a rainy one. Lorel Purcell said they can still go forward because all they will be doing is demolishing the wall.

Lorel Purcell said again that they are gearing up to go out to bid. She explained that if they hit a "blip" with the State issuing a Notice to Proceed then in the worst case, their fallback will be them trying to grab pricing off of the State contract list for just the abatement work that they want to get done this summer.

Commissioner Sal Ganci asked if an updated budget has been issued that shows the value engineering. He said this would be other than the piecemeal information that they have been getting. He said that he hasn't seen an updated budget with an updated schedule that ties into it. Lorel Purcell said that she hasn't updated this. She mentioned that they did do the State submission estimate and then she said that she guesses that that incorporates the value engineering. She said that she had this with her but she just didn't have copies of this with her. Finance Director John Mehr referred to the \$50,000,000 and Lorel Purcell said it is actually \$49,204,000+. Commissioner Sal Ganci asked if this is before the value engineering. Lorel Purcell said this is with the value engineering in it. Commissioner Chris Ford said they got approval to go up to \$50,200,000 or something like that. Commissioner Sal Ganci thought he had seen \$47,000,000 or \$48,000,000. Chairman Bryan Addy said copies would be made for the Commission.

Chairman Bryan Addy asked Commissioner Sal Ganci if he had any other concerns regarding the schedule. Commissioner Sal Ganci asked if the schedule has been changed other than the moving up of some bid dates and he then said that it doesn't sound like the schedule of the contract has been changed. Lorel Purcell said no. She then mentioned that she had a start date of October 2014 at some point. The summer dates will throw them off is somebody can't meet. Commissioner Sal Ganci said right but he guesses that this will be more up to whoever the subcontractor is. Lorel Purcell said she has given plenty of time for this. She has six weeks out for bidding. She explained some more. She mentioned that she also has some time in this just to scope the critical guys. They should be good for a start date of September 15, 2014.

Commissioner Sal Ganci asked if a motion was needed to move the Public Buildings Commission meeting that is scheduled for July 14, 2014 to July 7, 2014. Chairman Bryan Addy said he will talk to the Government Operations Committee to find out what they need to do and they will get this coordinated. He didn't think that they needed to make a motion right now. Lorel Purcell asked if anybody knew if July 7, 2014 lined up with a Town Council meeting. Jim Sollmi thinks that the Town Council might be meeting only once in July and this would be towards the middle to the end of that month. He then said that the Town Council will be meeting on July 21, 2014 so he said that they might need a special meeting. Lorel Purcell said yes.

Commissioner Chris Ford referred back to the schedule with regards to them returning to the State on May 28, 2014 and he asked if there were any comments that threw anything for a loop or he asked if the State is okay with getting a return date, etc. Mike Sorano said the State was good and they just had a little bit of a delay with the MDC approving this to move it on to the Health District but he thinks that was used as an opportunity for a couple of extra things to be picked up. This was nothing big but just the cleaning up of accessible paths to the bleachers, etc.

Commissioner Sal Ganci asked if they are going out this Thursday to bid for the abatement only. Lorel Purcell said that is the plan as long as they get State approval. Chairman Bryan Addy asked if a motion had to be made to approve this to go out to bid. Lorel Purcell thought she had sent the bid packages to somebody. Commissioner Sal Ganci said he didn't get one for the abatement but he got one for the masonry for scope review to see if they needed to clean that up. Chairman Bryan Addy said he knows that approvals are needed from this Commission for them to go to the next DD phase, etc. so he didn't know if this was any bit of their charge.

Commissioner Sal Ganci said if they made a motion then it will be on the record and it will be all set. Chairman Bryan Addy said they will make a motion in a little bit to cover themselves.

Commissioner Chris Ford asked if there is any backup plan on the abatement if there are any issues. Lorel Purcell said the only issue she is anticipating is them not getting the approval from the State in time but they aren't expecting any issues while they will be doing the work. Her backup plan will be to solicit people off of the State contract list then. The only backup plan after that will be them doing the work without the State approval in place and this would mean that they would risk losing their reimbursement, which she thinks would be 40% or 45% for them. The worst case would be that they would do the abatement and not get reimbursed for it. She thinks that they could ask for reimbursement after the fact. Ken Biega said yes.

Lorel Purcell asked the Commission if they had copies of the State submission estimate now. The Commissioners had just gotten copies of this from Finance Director John Mehr. Lorel Purcell went over this with the Commission. Their total project cost is \$49,204,841. This went to the State and this is what they are reflecting as the project costs. Commissioner Sal Ganci asked where the \$50,200,000 came from. Commissioner Chris Ford asked if that was a result of the space waiver. Ken Biega explained about that.

Chairman Bryan Addy said he had a couple of questions on the schedule. There is a two week timeframe for the review by O & G Industries, Inc. Lorel Purcell said yes. Chairman Bryan Addy asked if there was any way that this could get pushed up. Lorel Purcell said this is a combination of O & G Industries, Inc. reviewing this and Friar Associates incorporating their changes. They want the set to be the best it can be before they go out to bid. The whole process will be a collaboration of O & G Industries, Inc. and Friar Associates to get the bid documents in perfect working order even though the schedule just states O & G Industries, Inc. She said they will get out faster if they can. Chairman Bryan Addy said the details and the overall design haven't changed much in the past month or so, so he didn't know if this was to be done beforehand instead of waiting for the approval time and then they could go forward. He said if they need two weeks that he would obviously like to see that shortened up because this is on a critical path. Lorel Purcell said right. Chairman Bryan Addy said he would like to see this job get bid out sooner but he said they obviously have the critical trades and that is the important part. Lorel Purcell said right and she said that they will go out as fast as they can. She is allowing a two week period but it will be fine if they can get this done faster. She wants to make sure that they have sufficient time. She is also running into the last two weeks of August 2014 and she said that is a "killer". They are trying to schedule scope reviews and they are trying to stay ahead of that.

Chairman Bryan Addy asked if there were any thoughts with regards to offsetting the bids for the non-critical and the critical. He asked if this is why there is six weeks there. Lorel Purcell said this comes back to the GMP. By the time she comes to this Commission on August 18, 2014 for the approval of the critical trades then the rest of the job will have come in for bids so they will know all of the numbers. Chairman Bryan Addy said he is guessing that the Commission can't authorize them to go forward until it is known that the GMP is in line. Ken Biega said they would like to have all of the bids come in. He told the Commission that they won't have the GMP but they will authorize them to proceed and the AIA document will allow them to do that.

He referred to Lorel Purcell saying that they want to see their exposure to all of the numbers. Lorel Purcell said she has all of the bids coming in on August 7, 2014 as of right now and they will be before this Commission on August 18, 2014. Just the critical guys who have been scoped and that they know the numbers for will be before them on that date. Placeholders will be put in for the other numbers that haven't been scoped yet. She will probably be carrying the second bidder if she has a big difference between her low and second bidder. She said that at least they will have the numbers in.

Chairman Bryan Addy asked if any milestones should be on there that are critical to owner decisions or decisions that come through the Board. Lorel Purcell told Chairman Bryan Addy that he was right. Lorel Purcell mentioned the alternates. The Commission is going to have to select alternates to approve the minute that the bids come in because that may determine who the low bidder is. She thought from her memory that there are fourteen or fifteen alternates that are being put in the bid documents. She told the Commission that this is something to be wary of. Commissioner Chris Ford asked if they have to select the alternates upfront from a State perspective or he asked if they can wait on those until they are halfway through. Ken Biega told Commissioner Chris Ford that this isn't like the DPW where these have to be ranked. Lorel Purcell asked if these are all add alternates and Commissioner Sal Ganci said yes. Lorel Purcell said a good problem would be if they come in under budget then they can decide which ones they want to do unless they can afford to do all of them and then that won't be a problem. Commissioner Sal Ganci referred to the point that was just made and he asked if it is correct that they would have to pick the alternates in order to determine who the low bidder is. Lorel Purcell said right and she said that they need the bids in order to determine what alternates they will pick. Commissioner Sal Ganci asked Commissioner Chris Ford what he was mentioning with regards to the State portion of this. Commissioner Chris Ford said they could choose a subcontractor and not necessarily choose whether or not to do an alternate. They could hold off and wait until a later date when they will have a better idea of change orders, etc. Lorel Purcell said they just need to be consistent with all of the trade contractors across the board. She mentioned for example that if they aren't going to pick Alternate # 1 then that can't be picked for any of them. Commissioner Chris Ford said the alternate could tip where they aren't getting the best price for some trades and he said this isn't a State issue. Commissioner Sal Ganci said right and he said that would have put them back in second place if they had picked that early on. Lorel Purcell said if an alternate is awarded with the contract then it won't hurt them in the change order perspective. It will be a change order if they wait to award it five or six months from now. She told the Commission that they need to have this discussion as to which alternates are going to be selected once the bids are in.

Commissioner Sal Ganci asked what their reimbursement is and he asked if it is 35%. Lorel Purcell thought it is 40%+. Chairman Bryan Addy thinks there are two percentages. Commissioner Sal Ganci thinks when they start calculating this into the alternate choices that this sometimes helps to determine whether or not they are getting the "best bang for the buck". He thinks they need to know what the percentage is because that has to be considered when they are reviewing this. Ken Biega told Commissioner Sal Ganci that he would get this for him if it wanted it right now. Commissioner Sal Ganci told Ken Biega that it would be great if he had that now and they could have this noted in the meeting minutes.

Chairman Bryan Addy asked Lorel Purcell if she could provide this Commission with a schedule at some point that has some milestones on it relating to owner decisions (i.e. authorizing O & G Industries, Inc. on the GMP, etc.). Chairman Bryan Addy said that he didn't see "established GMP award", etc. Lorel Purcell told Chairman Bryan Addy that he was right. Chairman Bryan Addy said they are getting to "crunch time" now where the Commission might have to set special meetings up. Lorel Purcell said right. She didn't think they were going to be able to do anything with the alternates until the day they award the critical trades on August 18, 2014. She said this was unless they were talking about the bids needing direction once they come in (on August 7, 2014) so that they will know which ones their lows are. She asked the Commission what their regular scheduled meeting is in August. Chairman Bryan Addy said they meet the second Monday of every month. Commissioner Chris Ford thinks this will be held on August 11, 2014. Commissioner Sal Ganci confirmed that it will be held then. Lorel Purcell said they will know if any direction is needed on the alternates. She said that she will put "select alternates" on for August 11, 2014 and she said that she will also put "establish a GMP" towards the end of September 2014. She asked Chairman Bryan Addy if there was another milestone. Chairman Bryan Addy asked how they can award some portions of the project without a GMP. Ken Biega said they have the right as an owner to direct them to enter into a contract with a subcontractor and for them to proceed without a GMP. He said this is what Lorel Purcell was saying. Ken Biega told them with them knowing their exposure and where they are standing that they will need to know what has to happen, as well as what needs to take place. He said they will be good to go after they open up all of the bids and if the total amount is under \$49,000,000. Chairman Bryan Addy confirmed that they will have a general idea as to where this project is going after the August 7, 2014 bid date and if this will cost \$40,000,000 or \$60,000,000. Ken Biega said correct.

Ken Biega referred to the abatement and he said that either way, they want to get the hazardous materials out of there because at least they will have abated the building if the bids were to come in way over. Commissioner Sal Ganci thinks with the abatement that they will also know a little bit more of their exposure in change orders. Ken Biega said hopefully there isn't any of that. Commissioner Sal Ganci said they will hope that but they know this is a risky one.

Chairman Bryan Addy asked the Commissioners if anyone else had any questions with regards to the schedule. No Commissioners had any questions.

Ken Biega told Commissioner Sal Ganci that the reimbursement for Rocky Hill High School is 44.29% on eligible items. Commissioner Sal Ganci asked if there is a working reimbursement too or if this is the same. Mike Sorano said they are anticipating that ineligible costs will be at 35%. Commissioner Sal Ganci said thank you.

Chairman Bryan Addy asked if there was anything else with regards to the Rocky Hill High School project. Ken Biega said they are going to mobilize and get a trailer out there. Chairman Bryan Addy asked if there was anything else for this Commission and Lorel Purcell said that was all she had.

b. West Hill Sprinkler Project – Discussion and Possible Action

Ken Biega introduced Damon Cooke to everybody. Damon Cooke is going to be the Project Manager on this project. Ken Biega told the Commission that they are responsible for this project but there are multiple other summer projects that O & G Industries, Inc. is going to be handling. There will also be Dave Lemelin, who is a Superintendent, out at these projects too. Damon Cooke will be taking care of the job meeting Minutes and change orders, etc. Ken Biega told this Commission that he is expecting them to be seeing more and more of Damon Cooke. Ken Biega said that Dave Lemelin probably has forty-four years of experience.

Chairman Bryan Addy asked if the Commission could get a general update now as to where they stand with the shop drawings. Ken Biega said he would have Damon Cooke walk them through this now.

Damon Cooke said he would run through the six bulleted points that he had for the sprinklers and for the ceiling renovation project. The shop drawings for the sprinklers have been submitted and they have been approved. The materials have been ordered and they just have to get these to the site. He said that he would go over the delivery dates in a few minutes. The shop drawings for the ceilings have been submitted and approved. That material is on order. He didn't have a delivery date for that but he said that is probably about two to three weeks away.

Meyers Moving Company will be on site on June 19, 2014 so that they can begin packing and moving desks and chairs out to the storage trailers. The storage trailers will be delivered on June 19, 2014.

Damon Cooke referred to the material deliveries. The sprinkler piping valves will be delivered on June 19, 2014 and he said that he will get a delivery date for the ceiling material as soon as he can.

Damon Cooke said G. Donovan Assoc. will begin installing their temporary protection in the building on June 18, 2014 and there will be temporary fencing put by Eagle Fence around the playground at West Hill School on June 20, 2014.

Damon Cooke said there is a very aggressive and tight schedule for this. Dave Lemelin will be dedicated to West Hill School and he will be very closely monitoring the schedule. Damon Cooke said the schedule has been coordinated with Mike Mancini (Interim Facilities Director), Lisa Zerio (Director of Parks and Recreation & Custodial Staff) and the Custodial Staff. This will continue being done throughout the project. Damon Cooke said one of the milestone dates that they are shooting for is August 22, 2014 with regards to the completion of this in the classroom areas.

Commissioner Sal Ganci asked Ken Biega when the kids will be moving back into school again and he said it will be after Labor Day.

Damon Cooke asked the Commission if they had any questions. Commissioner Chris Ford referred to the date of August 22, 2014 and he asked if that is for the turnover of the whole

building or just for the classrooms. Damon Cooke said that is the milestone date for just the classrooms. Commissioner Chris Ford asked if they will then continue on with the gym, etc. Damon Cooke said the gym will be finished up around September 11, 2014.

Chairman Bryan Addy said by the time of this Commission's next meeting that they should have an idea as to how this job is pacing along because they will be three weeks into it. Damon Cooke said yes and he said that this will be watched week by week.

Commissioner Sal Ganci referred to the pod schedule that had been shown earlier to the Commission and he asked if that could be given an update with a red note with regards to where the dates are actually falling. Damon Cooke said sure. Commissioner Sal Ganci said this will give them an idea of where they are with regards to estimated versus actual so that they can gage if they will be behind or hopefully ahead. Damon Cooke said that he could reflect this very easily. Commissioner Sal Ganci said that will be great and he said thanks.

Chairman Bryan Addy thanked Damon Cooke.

4. NEW BUSINESS

a. Multivista Demonstration & Project Discussion

Jim Sollmi said that Mike Sorano had given him a call about five or six weeks ago to tell him about this technology that is probably used all over the Country for photographing projects digitally as they are being constructed. These are overlaid on top of AutoCAD. He asked David Lerner to come this evening to give them a little demonstration and to show them the product. Jim Sollmi told the Commission that he thought it would be a good idea for them to take a look at this so that they could see what this is all about. Jim Sollmi said they aren't sure how this would be absorbed into the cost of the project but he thinks this had been done in other projects in the past under soft costs and in working with the Architect to try to make sure that they will wind up with a product where they will be able to see what is behind ceilings and walls, etc. in the future. This also helps with disputes of what the individual photograph looked like prior to any work being done or with requests for change orders. He said that he would turn this meeting over to David Lerner at this point.

Ken Biega told the Commission before they got the presentation from Multivista that he wanted to let them know that the DPW requires this on all of their jobs and they have done this on many of their other jobs. They are seeing some benefits from this. This has come a long way with regards to how the recording of this information is done. He told the Commission that he can give them access to the websites of some of the other projects that have been done by them. He also said that he could answer questions from the field side after the presentation was done.

David Lerner introduced himself at this point. He said that one of the reasons he was present this evening is because their system is extremely visual. This needs to be seen to be appreciated. He referred to what Jim Sollmi had said about him working with Ken Biega on numerous projects. David Lerner said that Lorel Purcell is somewhat familiar with what Multivista does and Mike Sorano is learning about this. David Lerner said this isn't to be confused with a traditional

progress photographer or with a picture that they might be accustomed to receiving from their general contractor. Multivista photographically documents construction or development by indexing or by linking the images they capture directly back onto the architectural plan that resides on a web based platform. He said that they are procured mainly because they give them a superior building to control their costs during construction. They mitigate most of the trade risk. All of the technology and all of the information they are producing during construction will stay with the structure for its lifespan. He said that is equally important. When this gets turned over to the Facilities Management Staff, they will have a very interactive and visual as built-system. They will be able to mitigate a majority of their destructive discovery costs going forth. This will have a fairly dramatic effect on their future Facilities Management budgets, etc. People will go to the Multivista website and they will be given their own set of login credentials for the project.

David Lerner gave a PowerPoint presentation at this point. After the presentation was over, Jim Sollmi said he had asked David Lerner to give the Commission a pricing on what the cost would be for different modules (i.e. just to do the outside of the building, etc.). Jim Sollmi told Mike Sorano that he thinks he had given David Lerner the AutoCAD so he would have a better idea of the drawings and what is being done. David Lerner said he did put a proposal together per Jim Sollmi's direction. This is structured on a menu base. David Lerner said this can be customized to what can fit into the project or to what is most important. When they price a project, they typically base it on three major factors. One factor is the total square footage of the project. The second factor is the duration of the project in terms of the number of months and the third factor is the scope of documentation that they are being procured for. He said typically for a project of the magnitude and size of the Rocky Hill High School project that a totally comprehensive scope of work should cost less than sixty cents per square foot. This typically comes out to less than one-tenth of one percent of the general construction costs. He believes that Multivista is documenting every new school project for Connecticut and they are working with the City of Hartford with their school construction program. They are doing all of the things for CREC. As of today, they are onboard with one hundred and eighty-five projects throughout the region. Multivista is now in forty-eight locations throughout North America and it has been in business for eleven years. He said that his office is in Westchester County. There is also one in Philadelphia and also one in Boston. In mostly every single construction vertical that is out there today, they have been very well received. They have done all of the work at Ground Zero in New York City and they also have done bridges. He then mentioned some other projects that they have done.

David Lerner asked the Commissioners to ask him questions. He told them that he understands how this is innovative and new. This is never part of a budget but he asked them to think in terms of their contingency and what they have there. This will give them their best chance to preserve the contingency through construction and also to meet their budget.

Commissioner Sal Ganci said as long as they use this tool correctly that this is a great product. David Lerner said they advocate having as many training sessions with the project team during construction. These are complimentary to the proposal. The whole idea for this is the more powerful this will be, the greater the transparency. It is strongly recommended that as many sets of eyes as is possible be put on this. They will want their teams to have the ability to come and

check their own work. He said they will see that things will get done accurately, as well as on time. He told the Commission though that most importantly as the owner of the Rocky Hill High School that the Town will have something that they can verify easily as far as the specifications being delivered. They will be getting what they paid for. Nothing will be a surprise behind the ceilings or walls. There will be a peace of mind that they can always go back if they miss something.

Commissioner Sal Ganci said it was mentioned that they could budget this for what they want and he said that he likes to call that a “cafeteria plan”. He mentioned how they really don’t need pictures taken of the outside of the building and he thinks the real benefit for this would be more of the above ceiling and the in wall, especially if they are trying to do something, for example, like the West Hill School sprinkler system. He asked David Lerner how much of a “cafeteria plan” they have. Commissioner Sal Ganci asked how many choices they have. David Lerner said that he brought copies of the Multivista Construction Documentation Proposal and Agreement for the Commission. He told them that he would hand these out to them before he left this evening. He broke this out to an exterior progression side and he said these usually are on a monthly basis for thirty-six months on the job. He believes that he is recommending four interior progressions throughout the project but he said this doesn’t mean only four visits to the site. He explained that pictures will be taken at the time of the substantial framing, at the stage of rough, possibly at the stage of close, and then another one possibly at the time of completion. All of this will be complemented by the MEP milestone shoot, which will be done between the stage of rough and the stage of close. He explained that they could add back in an extra interior progression if the exterior documentation of this was eliminated or reduced. He said that the more detail there is of the inside, the better it will be. He then gave an example about how exterior documentation had been beneficial for a job there was at Memorial Sloan Kettering Hospital in Harrison, New York. He told them again that this is just a matter of preserving and optimizing their contingency. He then said that maybe they can have this done for eighteen months, where they would come out every other month, instead of doing this for thirty-six months and that might be good enough.

Commissioner Sal Ganci asked about the insurance or the assurance of the accuracy of the documents that are being produced. A picture will be taken in time obviously. He gave an example of a shot being taken above the ceiling where they will see the sprinkler going through but he said that maybe the duct contractor hasn’t gotten his ductwork in. The ceilings would then be closed up before they came back. He asked how they would get the assurance that Multivista really has gotten everything captured that they are supposed to prior to the ceilings being buttoned up. David Lerner said that they advocate that they will need some type of a liaison or a site supervisor on the project who will communicate with them during the critical milestones. Multivista takes the initiative and they always notify their jobs as to when they are going to be going out to them. They also will request to have a copy of the latest build schedule when it comes to this type of critical milestone document. He explained that this isn’t a perfect science because a human element is involved. He said though that they are capturing 90% to 95% of everything. The better that the communication is during the milestone, the better it will be. Multivista needs to understand if a sheet rocker is coming earlier than he was expected to for example. This is all that Multivista does and they aren’t a “Jack of all trades”.

Commissioner Sal Ganci asked how available Multivista's crews are and he asked how many people are actually living in the Connecticut area. David Lerner said they have a multiple project team that is in Connecticut and they can get on a job site within a twenty-four hour period typically. They have never had a problem with this. He did mention though that they aren't an on-call service. They can be on a job site within one day or two if there is an emergency. They will get to a job site by the end of the day if there is a bad emergency. He explained that they have "boots on the ground" literally at every location they are at and this isn't a remote service. A project team will be assigned for their project and they will get familiar with, as well as comfortable with, the pace of that project.

Commissioner Sal Ganci asked who really will be controlling this. He asked if the Superintendent Project Management Team is helping to control Multivista's schedule to some degree. David Lerner said it is to a minimal degree. They have their Operations Manager and Project Teams who take the initiative and schedule the shoots. The first thing they do is they go to the Project Supervisor when they walk onto a job site and they explain what they are going to be doing that day. They will complementarily do anything else that the Project Supervisor would like to have done. They take additional photographs that are called slideshows that aren't indexed to a plan. He explained more about this.

Commissioner Sal Ganci told David Lerner that he had mentioned towards the end of his presentation about the inspections. Commissioner Sal Ganci asked if Multivista helps or if they see the possibility of reducing some of the inspection costs that are more traditional. He said that he wasn't suggesting testing but he was referring to some of the other inspections. He mentioned how he is working on Wilcox right now and he told David Lerner that he noticed that Multivista has this as one of their projects. Commissioner Sal Ganci knows there is a specialist who is going to Wilcox and who is taking a bunch of photographs and he writes his report. He said though that this specialist is only worried about the exterior vapor system and he is focusing on the envelope basically. David Lerner said that Multivista doesn't replace the inspections but they can reduce the number of visitations with regards to inspections. This may have a positive effect on the cost to the inspectors. He would like to think that Multivista's system would have a pretty big effect on insurance. Ken Biega told Commissioner Sal Ganci that what they see as a benefit to this is if an inspector took some pictures and they have an issue for example. Ken Biega said they have gone back and they have used Multivista for additional photos to help evaluate the situation if something did occur. That is an added plus. David Lerner said Multivista will take the photographs that the inspector is taking and they upload them to the platform. Multivista has a new app and he explained some more about that. They are trying to encourage the supervisors to take photos with this photo app so that all of their photographs will go onto the platform in order for them to have this forever.

Commissioner Sal Ganci asked David Lerner how much of a guarantee they have from him or from Multivista that individuals will show up on time from the forty-eight hours and that there isn't the possibility of them taking a bunch of photographs and mislabeling them on the plans. Commissioner Sal Ganci asked what kind of technology is built in so that this can't happen. David Lerner said this is a combination of automated technology, as well as a number of sets of manual eyes that are placed on this. The photographers go with the architectural hand in plan when they go out to the job site and this plan is hot spotted. The cameras are programmed with

technology so these photographs are going in, in an indexed fashion. When these are uploaded, they follow that exact path. There are a series of checks and balances within the technology that are looking for whether it is greater than forty-eight hours when the photograph was uploaded. None of the photographs can be edited either and they are permanent. These have to stand up in case they are needed down the line. Commissioner Sal Ganci said this sounds like a great product.

David Lerner said Multivista becomes part of their team when they come onboard. The proposal will be a lump sum one. This is paid for on a monthly basis over the course of construction. There are no licensing fees or internet fees. If more documentation needs to be added during the project then that is the only way that this proposal will change. Multivista will delay with them if the project gets delayed and this will be picked back up as they go. Commissioner Sal Ganci said great. David Lerner said there is a tremendous amount of functionality in this that he didn't have the time to show. They would like to get the facilities' guys involved when they come onboard. There is labeling functionality that they can take advantage of. The more valuable this will be after construction, the more that it is utilized during construction. All of their valves and systems can be labeled. Searches can be done instantaneously so that they will know where all of these locations are.

Chairman Bryan Addy told David Lerner that he basically is saying this is web based. He asked what will happen if Multivista goes out of business. David Lerner said a couple of things will happen at project completion. The entire platform in its full functionality will be taken and it will be put onto a permanent medium (i.e. a hard drive). Two of these copies will be given to the Town and they would be encouraged to put this on their server so that they will have a fully functioning copy of this for eternity. He then referred to the advent and release of some of the new iterations of Multivista's system. There is some cool and interactive functionality that is coming along. The facilities' guys from the Town can take photographs of certain things (i.e. of some damage and repair) and they can place these onto the floor plan itself. This means that they can keep the facility current. This functionality requires Multivista's platform to be online in order to have this done. The offline version that they will be given at the end will be "written in stone" and they won't be able to write on that any longer. Multivista doesn't have a fee right now to have that maintained online but he suspects that they will. It has been one year since their last update. There has not been any ongoing fee for every project they have had on that for the past eleven years. The fee will be very modest if there is one (in the future) because it will just be a storage fee. He mentioned that an offline copy of the platform can also be created at any stage during construction if that is necessary but they don't have to do that typically.

Commissioner Sal Ganci asked if a Town or a State will hire Multivista or he asked if general contractors or Architects ever hire them as an insurance policy. David Lerner said that 60% to 70% of the time, they are hired by owner developers. The other part of the time, they are hired by general contractors. Multivista is being hired for the exact same reasons by everyone. The owners are hiring Multivista to protect themselves from their trades. He told them that the general contractors are protecting themselves from their trades and from the Town, etc. The facilities management value they will have for eternity is the added benefit to the owner. The contractors who directly hire Multivista will have an invaluable best practices document going

forward. Multivista isn't procured by the Architects typically but they are their best and strongest advocates. Commissioner Sal Ganci thanked David Lerner very much.

David Lerner asked if anybody else had any questions. Chairman Bryan Addy told David Lerner that he was sure that this wouldn't be his last time in Rocky Hill. David Lerner said again that the main reason that he was present this evening is because this system is very visual. He told the Commission to have Jim Sollmi contact him if there is anybody else that they need him to show this to and he will be happy to do that. Jim Sollmi said he had told David Lerner that this product really sells itself. Jim Sollmi said this is an invaluable tool during construction but this is also going to be a great archive and product for the Facilities Department after the construction is over. Commissioner Sal Ganci said this always goes back to the cost to the value in this.

David Lerner passed out a copy of Multivista's Proposal to the Commission at this point. Commissioner Sal Ganci asked David Lerner if his contact information was within the proposal. David Lerner then passed out his business card to the Commission.

Chairman Bryan Addy asked Ken Biega under his CM reimbursables, if there is a line item for photographs and he then asked what kind of documentation they are being provided in their contract with him. Ken Biega said they take their normal construction photos with regards to the progress of the job and these are put into their Monthly Report. He explained that they don't go to the level that they just saw. Chairman Bryan Addy asked Ken Biega if a third party is hired to do that. Ken Biega said no and he said that their Superintendent or Project Manager does that.

Chairman Bryan Addy said this brought something up with regards to West Hill School because those ceilings will be opened up 100% this year. He believes that HVAC upgrades are being planned for the future. He told the Commission that they might want to think about doing something this summer to document the above ceiling conditions instead of moving forward with the design on this in the future when the ceilings are in place. Ken Biega said he could talk to David Lerner and this would probably be a one-time thing where Multivista can come in before the ceilings in the hallway are closed up, etc. Ken Biega said that he can ask David Lerner how much it would cost for this and so that he would have a timeline. Ken Biega told the Commission that he would get them a price on this. Jim Sollmi said as long as this can be indexed to the AutoCAD drawings then it will be great so that everyone will know what is behind the ceiling. Ken Biega said that he doesn't think that will be a problem. Commissioner Sal Ganci asked if they can get a proposal just for West Hill School. Ken Biega said yes. He will go over this with David Lerner and give him the scope of work. Commissioner Sal Ganci said thank you.

Chairman Bryan Addy asked the Commissioners if they had anything else and they didn't.

5. ANY OTHER BUSINESS

There was no other business to discuss.

6. CORRESPONDENCE, COMMUNICATIONS

There was no correspondence or communications.

8. ADJOURN

The meeting was adjourned at 6:31 p.m. (There was no quorum at this time.)

Respectfully submitted,

Jo-Anne Booth
Recording Secretary